

Open

6SH18

Compliance Officer,
Health Facilities Construction

An equal opportunity employer to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

It is an objective of the State of California to achieve a drug-free work place. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

WHO MAY APPLY	This is an open examination. Applications will not be accepted on a promotional basis. Career credits do not apply.
HOW TO APPLY	Applications (State Form 678) are available and may be filed in person, or by mail with the Office of Statewide Health Planning and Development, Personnel Office, Attn: Munda Vences, 1600 9th Street, Room 350, Sacramento, California 95814. Application Form 678 must be POSTMARKED no later than the final filing date. Applications postmarked, personally delivered or received via interoffice mail after the final filing date will not be accepted for any reason.
FINAL FILING DATE	October 6, 2006
SPECIAL TESTING ARRANGEMENTS	If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the "Application for Examination." You will be contacted to make specific arrangements.
SALARY RANGE	\$6,022 to \$7,319
ELIGIBLE LIST INFORMATION	An open eligible list will be established for the Office of Statewide Health Planning and Development. The list will be abolished 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.
REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	<p>NOTE: All applicants must meet the education and/or experience requirements for this examination by the final filing date. Your signature on your application indicates that you <u>read</u>, <u>understood</u>, and <u>possess</u> the minimum qualifications required.</p> <p>NOTE: Applications/resumes must include "to" and "from" dates (month/day/year), time base, civil service class title(s), and range (if applicable) for all work experience. College course information must include title, number of semester or quarter units, name of institution, completion dates, and degree (if applicable). Applications/resumes received without this information will be rejected.</p> <p>Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.</p>
MINIMUM REQUIREMENTS	<p>Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as "Either" I, "or" II, "or" III, etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.</p> <p>Either I</p> <p>Two years of experience in the California state service performing difficult construction inspection/supervision duties for the construction or modification of a full range of health facilities or other complex, multistoried buildings at a level not less than that of Construction Supervisor I.</p> <p>Or II</p> <p>Four years of experience as the representative of an architect, engineer, or building owner performing full-time technical inspection or supervision of general building construction projects. (Experience working as a full-time technical inspector or supervisor for an architect, engineer, or owner of a building under construction may be substituted on a year-for-year basis.) (Experience as a plan checker or field inspector for a city or county building department may substitute for up to one-half of the required experience on a year-for-year basis.); and</p> <p>Education: The equivalence of graduation from college with major work in engineering or architecture. (Additional qualifying experience may substitute for education on a year-for-year basis.)</p>
SPECIAL PERSONAL CHARACTERISTIC	Willingness to travel and work throughout the State; reliability; tact; and keenness of observation; good memory for details; physical stamina necessary to perform the duties of the position.
POSITION STATEMENT	Under general direction, incumbents within an assigned geographical area are responsible for enforcing construction standards as contained in Title 24 of the Health and Safety Code, monitoring the work of private sector certified resident inspectors; and advising project participants on construction methods, techniques and materials, and code-related matters.
POSITIONS	Positions exist in Sacramento and Los Angeles.

EXAMINATION INFORMATION	<p>This examination will consist of either:</p> <ol style="list-style-type: none">A qualifications appraisal interview weighted 100%, orA structured application review weighted 100%, orAn evaluation of each candidate's experience and education weighted 100%. <p>If interviews are conducted, the interview will include a number of predetermined job-related questions. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained in the interview, the structured application review process, or the evaluation of each candidate's education and experience.</p> <p>It is anticipated that qualification appraisal interviews will be held during October/November 2006.</p> <p>CANDIDATES WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE ELIMINATED.</p> <p>Scope:</p> <p>In addition to evaluating the competitors' relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be measuring competitively, relative to job demands, each competitor's:</p> <ol style="list-style-type: none">Knowledge of:<ol style="list-style-type: none">Building construction practice, scheduling, and record keeping with special emphasis on health facility projects.Materials and construction methods.Familiarity with Title 24 Building Codes and Regulations.Requirements for health facilities.Principles and methods of estimating construction costs, including costs of labor, material, and overhead.Ability to:<ol style="list-style-type: none">Analyze situations accurately and take effective action.Establish and maintain effective cooperative relationships with those contacted in the course of the work.Write clear and comprehensive status reports and correspondence.Give interpretation, clarification and guidance regarding codes, regulations, laws, and industry practice.Make determinations on inspection and test reports.
VETERANS PREFERENCE	<p>Veteran's preference credit will not be granted in this examination since it does not qualify as an entrance examination under the law.</p>
QUESTIONS?	<p>If you have any questions concerning this examination, please contact the Examination Services Unit at (916) 654-2752.</p>

GENERAL INFORMATION

For an examination without a written feature it is the candidate's responsibility to contact the Personnel Office at (916) 654-2752, three weeks after the final filing date if he/she has not received a progress notice.

If a candidate's notice of oral interview or performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Applications are available at State Personnel Board Offices, local office of the Employment Development Department and the Office of Statewide Health Planning and Development or the State Personnel Board web site www.spb.ca.gov.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination will be compared with the performance of the other candidates, and all candidates who pass will be ranked according to their scores.

The Department reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all components will be notified.

EXAMINATION LOCATIONS: Ordinarily, oral interviews are scheduled in Sacramento and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

ELIGIBLE LISTS: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on the bulletin.

GENERAL QUALIFICATIONS: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgement, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Office of Statewide Health Planning and Development
Personnel Office, 1600 9th Street, Room 350, Sacramento, California 95814, (916) 654-2752
California Relay Telephone Service for the deaf or hearing impaired:
TDD Voice 1-800-735-2922 Refer to (916) 654-2752